

FOR OFFICIAL USE ONLY

Edwards

15 June 1982

MEMORANDUM FOR: Director of Training and Education

FROM:

[REDACTED]

Chief, Administrative Staff, SOVA

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SUBJECT: Stress Management Workshops

1. Attached is an outline of a Stress Management Workshop presented by the Woodburn Center for Community Mental Health in Annandale, Virginia. It is requested that approval be granted for the Office of Soviet Analysis to contract with the Center to hold two workshops [REDACTED] in July and/or August 1982.

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2. If approval is granted, the SOVA Training Officer will arrange with the Office of Medical Services to contract for two workshops consisting of approximately 40 participants each. It is understood that the cost is approximately \$280.00 per workshop.

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[REDACTED]

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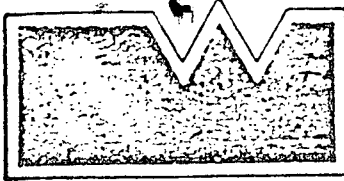
[REDACTED]

24 JUN 1982

APPROVED:

Director of Training and Education_____
Date

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Woodburn Center for Community Mental Health

3340 WOODBURN ROAD, ANNANDALE, VIRGINIA 22030 (703) 573-0523

STRESS MANAGEMENT

Ramcor Inc.

Wednesday, May 12, 1982

Wednesday, May 19, 1982

Presenters: Joel Friedman, Ph.D.
Coordinator of Preventive Programs

Virginia Frederick, A.C.S.W.
Coordinator of Organizational Development

Workshop Goals:

1. Familiarize employees with basic concepts of stress
2. Provide experiential involvement in learning about stress management
3. Explore a variety of coping strategies

Workshop Agenda:

- | | |
|--------------------------|--|
| Weds. May 12
9am-11am | <ol style="list-style-type: none">1. Introduction - Defining stress2. Stages of the stress reaction3. Stress physiology and psychosomatic illness4. General points to know about stress5. Evaluating your stress level6. Learning how to relax - An exercise7. Cognitive restructuring |
| Weds. May 19
9am-11am | <ol style="list-style-type: none">1. Stress on the job - Person/Environment Fit2. Burnout evaluation3. Coping strategies in the workplace4. Healthstyle evaluation5. Coping strategies for stress and burnout6. Wrap-up and evaluation of workshop |

FAIRFAX - FALLS CHURCH MENTAL HEALTH & MENTAL RETARDATION SERVICES BOARD

